

Fire Prevention & Education Specialist Planning Tool:

This tool has been developed as a means to identify developmental criteria which will help to meet Position Competencies identified, and further outlined through the Competency Descriptors, for each position in the *IFPM Qualifications Standards and Guide*.

Introduction:

The purpose of this planning tool is to provide the current employee or an aspiring employee with **suggested** developmental activities to achieve the required competencies for this position. Individual agency requirements, employee's background and personal initiative may dictate alternate developmental activities to achieve these competencies. The suggested developmental activities can be used (a) by the employee and supervisor to customize an Individual Development Plan towards meeting position competency as described in the *IFPM Qualifications Standards and Guide*; and/or (b) to identify the employee's future training and development towards this position as a short or long term goal.

For complete competency details, refer to the Competency Descriptors for each key position in the *IFPM Qualifications Standards and Guide*.

Element	Performance Element Descriptions	Development Elements to Meet Position Competency
Program Management	<ul style="list-style-type: none">• Develop implement and evaluate fire prevention and education program goals and objectives in support of mission accomplishment.• Develop implement and evaluate fire budgets• Carry out prevention and monitoring evaluation• Identify research needs and apply new technologies	<ul style="list-style-type: none">• OJT in program management at next lower fire program management level.• OJT in developing PWP, expenditure/cost tracking, and working knowledge of FPA• Participate in developing/refining criteria for determining the effectiveness of a fire prevention program.• Managing Fire Prevention Programs• Suggested Training:<ul style="list-style-type: none">○ M-410, Facilitative Instructor○ M-580, Fire in Ecosystem Management○ RX-310, Introduction to Fire Effects○ S-580, Advanced Fire Use Applications/National Parks and Wilderness Management○ Communication skills training

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		<ul style="list-style-type: none"> ○ Fire Permitting Process ○ Leadership and Organizational Skills Training ○ 40-Hour Supervisory Training
Fire Prevention	<ul style="list-style-type: none"> • Perform cause determination and analysis activities • Conduct fire prevention risk, hazard and value analyses • Perform fire prevention activities through all phases of implementation, monitoring and evaluation 	<ul style="list-style-type: none"> • OJT/Taskbook completion for Fire Investigator 1,2, or 3. • Familiarity with FireFamily Plus Software in order to generate statistical reports. • OJT as fire prevention technician. • Suggested Training: <ul style="list-style-type: none"> ○ P-101, Introduction to Fire Prevention ○ P-110, Inspecting Fire Prone Property ○ FI-110, Wildland Fire Cause Determination for first responders. ○ FI-210, Wildfire Origin and Cause Determination.
Fire Use and Fuels	<ul style="list-style-type: none"> • Implement prevention activities direction via fuel modification 	<ul style="list-style-type: none"> • OJT in fuels planning/education implementation
Program Planning	<ul style="list-style-type: none"> • Initiate and participate in agency and interagency interdisciplinary planning process. • Develop plans compliant with environmental laws, regulations and policies • Develop plans compliant with agency enabling laws, regulations and policies. • Prepare and review plans and/or plan components to integrate into overall unit and interagency plans including, but not limited to: <ul style="list-style-type: none"> ○ Fire Management plans ○ Annual operating plans ○ Preparedness fire plans ○ Prescribed fire plans 	<ul style="list-style-type: none"> • Participate as a member of an Interdisciplinary Team • Working Knowledge of agency specific HFRA and NFP Implementation plan Direction. • OJT in Prevention/Education planning at next lower fire management level • Familiarity with • Suggested Training: <ul style="list-style-type: none"> ○ NEPA Training ○ P-301, Wildland Fire Prevention Planning ○ RX-410, Smoke Management Techniques

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	<ul style="list-style-type: none"> ○ Aviation plans ○ Training Plans ○ Safety Plans ○ Prevention Plans ○ Pre-attack plans ○ Individual project plans ○ BAER plans ○ Mobilization Plans ● Conduct fire prevention planning using strategic fire prevention actions ● Conduct smoke management planning and analysis 	
Operations	<ul style="list-style-type: none"> ● Interpret prevention activities into fire management programs <ol style="list-style-type: none"> 1. Detection 2. Preparedness 3. Fire danger/behavior prediction ● Support appropriate management response operations via fire cause determinations investigations. <ol style="list-style-type: none"> 1. Reporting 2. Cause determination/investigation ● Integrate prevention mitigation actions into preparedness and suppression phases. 	<ul style="list-style-type: none"> ● Participate in the development/review of a fire management plan. ● Perform as a fire investigator on wildland fire incidents. ● Perform as an Incident Information Officer on Wildland Fires ● Suggested training: <ul style="list-style-type: none"> ○ S-203, Introduction to Incident Information ○ S-430, Command and General Staff
Safety and Welfare	<ul style="list-style-type: none"> ● Conduct wildland and prescribed fire operations in accordance with safety-related laws, policies <ol style="list-style-type: none"> 1. Occupational Safety and Health Act 2. Applicable state safety regulations 3. Department and agency policies and guidelines 4. NWCG guidelines <p>Conduct safety related education programs focusing on:</p>	<ul style="list-style-type: none"> ● Journeyman knowledge of agency specific health and safety code handbook. . ● Oversee inspections of equipment and facilities for hazards and unsafe working conditions. ● Oversee assessing hazards and risks for projects. ● Participate as Cadre for annual refresher or appropriate wildland fire course.

Element	Performance Element Descriptions	Development Elements to Meet Position Competency
	<ol style="list-style-type: none"> 1. Training 2. Certification <p>Prepare or oversee preparation of hazard, risk, and trend analyses for:</p> <ol style="list-style-type: none"> 1. Wildland fire environment hazards including, but not limited to: <ol style="list-style-type: none"> a. Fuels b. Weather c. Topography 2. Associated hazards including, but not limited to: <ol style="list-style-type: none"> a. Aviation b. Mechanized equipment c. Hazardous Materials <p>Follow up identified hazards and risks with appropriate mitigation action</p>	